

Date

Name

Company

Address

CityStZip

Re: Building Permit Fee Advisory Committee

Dear Appointee:

As recommended by the County Administrator, the Leon County Board of County Commissioners reaffirmed a policy decision to maintain the current level of service provided by the Building Inspection Division through fiscal year 2006/2007. The current Building Permit Fee Schedule has remained unchanged since 1995 and is projected to be insufficient to keep Building Inspection completely fee supported.

You have been appointed to serve on the Building Fee Advisory Committee (Bylaws attached), charged with recommending a revised Building Permit Fee Schedule designed to generate the additional revenues necessary to support the Building Inspection function. Background materials designed to familiarize you with the current Building Inspection operations, together with a budget that includes expenditure versus revenue projections, have been enclosed.

Please plan to attend an introductory meeting with Ray Burroughs, Director of Building Inspection, on _____. This meeting will be held in the Growth and Environmental Management conference room located at 3401 West Tharpe Street. If you cannot attend, please let Ray know as soon as possible. He can be contacted at 606-1300.

Thank you for taking the time out of your schedule to provide this very valuable service to the Leon County community.

Sincerely,

Bill Proctor
Chairman

Enclosures:

BP/mlt

L://AGENDA/ATTACHMENT3